

**I. DENOMINATION OF EVENT**

VENUE: Porto Alegre - RS

DATE: October 29 to November 1, 2026

NF: BRA

Indoor: ☐Outdoor: ☒

- |                                           |                                 |                                 |                                  |                                 |                                |
|-------------------------------------------|---------------------------------|---------------------------------|----------------------------------|---------------------------------|--------------------------------|
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| <input type="checkbox"/> CDIAm            | <input type="checkbox"/> CDIYH  |                                 |                                  |                                 |                                |
| <input type="checkbox"/> Championship     | <input type="checkbox"/> Games  |                                 |                                  |                                 |                                |

**II. GENERAL CONDITIONS**

- FEI Statutes, 25<sup>th</sup> edition, effective 7 November 2025.
- FEI General Regulations, 24<sup>th</sup> edition, 1 January 2020, updates effective 1 January 2026.
- FEI Veterinary Regulations, 15<sup>th</sup> edition, 1 January 2023, updates effective 1 January 2026.
- **FEI Dressage Rules (26<sup>th</sup> edition, 1 January 2023, updates effective 1 January 2026) and if applicable the FEI Dressage World Cup™ Rules and FEI Dressage Nations Cup™ Rules (current edition at the date of the show to be used).**
- FEI Equine Anti-Doping and Controlled Medication Regulations, 4<sup>th</sup> Edition, effective 1 January 2025.
- FEI Anti-Doping Rules for Human Athletes, adopted on 23 November 2020. Takes effect on 1 January 2021, updates effective 1 January 2024.
- All subsequent published revisions, the provisions of which will take precedence.

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Approved by the FEI, Lausanne, on 30/09/2026.


**Ronan Murphy**

FEI Dressage Director.

**Modifications to the approved Schedule can be accepted until two (2) weeks prior to the start of the show, provided the closing date for Entries has not already passed; if the closing date for Entries has already passed, the FEI reserves the right to not approve the requested change.**

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### **III. THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE**

The Fédération Equestre Internationale (FEI) expects all those involved in international equestrian sport to adhere to the FEI's Code of Conduct and to acknowledge and accept that at all times the welfare of the horse must be paramount and must never be subordinated to competitive or commercial influences.

1. At all stages during the preparation and training of competition horses, welfare must take precedence over all other demands. This includes good horse management, training methods, farriery and tack, and transportation.
2. Horses and athletes must be fit, competent and in good health before they are allowed to compete. This encompasses medication use, surgical procedures that threaten welfare or safety, pregnancy in mares and the misuse of aids.
3. Events must not prejudice horse welfare. This involves paying careful attention to the competition areas, ground surfaces, weather conditions, stabling, site safety and fitness of the horse for onward travel after the event.
4. Every effort must be made to ensure that horses receive proper attention after they have competed and that they are treated humanely when their competition careers are over. This covers proper veterinary care, competition injuries, euthanasia and retirement.
5. The FEI urges all involved with the sport to attain the highest levels of education in their areas of expertise.

A full copy of this Code can be obtained from the Fédération Equestre Internationale, Chemin de la Joliette 8, CH-1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English. The Code is also available on the FEI's website: <http://inside.fei.org/>

## **IV. GENERAL INFORMATION**

### **1. ORGANISER**

Name: Sociedade Hípica Portalegrense  
Address: Avenina Nossa Senhora de Guadalupe 249 - 339  
Telephone: (51)32641099  
Email: gerencia@shpa.com.br  
Website: <https://shpa.com.br/>

#### Contact Details Show Ground:

Address: Avenida Juca Batista 4931  
Telephone: (51)32641099  
GPS Coordinates: 30.1477339

Accessibility details (directions by road, nearest airport/train station):

Accessibility details (directions by road, nearest airport/train station):  
Aeroporto Internacional Salgado Filho.

### **2. ORGANISING COMMITTEE**

Honorary President: Constantino Scampini  
President of the event: Verônica Steinbach Dia  
Show Secretary: Vincenzo de Freitas  
Press Officer: Carola May

### **3. EVENT DIRECTOR**

Name: Petra Garbade  
Address: Rua Schneider 1254  
Mobile: (51)999777262  
Email: [petragarbade@gmail.com](mailto:petragarbade@gmail.com)

## V. OFFICIALS

|   | Panel                                               | Function                                                   | FEI ID   | Name                           | NF  | Level |
|---|-----------------------------------------------------|------------------------------------------------------------|----------|--------------------------------|-----|-------|
| 1 | Ground Jury                                         | President                                                  | 10051728 | MOREIRA DE MESQUITA Claudia    | BRA | 3     |
|   |                                                     | Member                                                     | 10083413 | WADDELL Natacha                | BRA | 3     |
|   |                                                     | Foreign Judge                                              | 10048829 | LOPARDO GRANA Cesar            | ARG | 3     |
| 2 | Foreign Technical Delegate                          | Foreign Technical Delegate                                 |          |                                |     |       |
| 3 | Stewards                                            | Chief Steward                                              | 10051233 | HANSSEN Sonia                  | BRA | 3     |
|   |                                                     | Steward                                                    | 10135403 | VICENTE PRESTES GIL Renan      | BRA | 2     |
|   |                                                     | Steward                                                    | 10121003 | GUIMARÃES Lilia                | BRA | NAT   |
|   |                                                     | Steward                                                    |          |                                |     |       |
|   |                                                     | Steward                                                    |          |                                |     |       |
| 4 | FEI Veterinary Delegate                             | Veterinary Delegate                                        | 10134334 | DE OLIVEIRA DONEGÁ Ligia Maria | BRA | 2     |
|   |                                                     | Additional Veterinary Delegate                             |          |                                |     |       |
|   | FEI Veterinary Commission                           | Veterinary Commission President                            |          |                                |     |       |
|   |                                                     | Foreign Veterinary Delegate                                |          |                                |     |       |
|   |                                                     | Veterinary Commission Member                               |          |                                |     |       |
| 5 | Veterinary Services Manager / Treating Veterinarian | Veterinary Services Manager                                | 10270236 | MARQUES ASSAZ Flavia           | BRA | 1     |
|   |                                                     | Permitted Treating Veterinarian (One for every 200 horses) | 10328693 | MUNHOZ Fernando                | BRA |       |
|   |                                                     | Permitted Treating Veterinarian (One for every 200 horses) |          |                                |     |       |
| 6 | Doctor/Medical Service                              | Doctor/Medical Service                                     |          | A cargo da Hipica              |     |       |
| 7 | Farrier                                             | Farrier                                                    |          | A cargo da Hipica              |     |       |
| 8 | NF Delegate                                         | NF Delegate (if applicable)                                |          |                                |     |       |

## **VI. INVITATIONS**

|                               |           |
|-------------------------------|-----------|
| Number of NFs invited:        | All NFs   |
| State which NFs are invited:  | All NFs   |
| Reserve NFs:                  | ./.       |
| Total Number of athletes:     | unlimited |
| Number of home athletes:      | unlimited |
| Number of athletes per NF:    | unlimited |
| Number of horses per athlete: | 2         |

Athletes are invited by the Organiser through their NF.

One (1) groom per athlete.

## **VII. ENTRIES**

- You must use the FEI Entry System for all categories of this Event:  
[https://entry.fei.org/index.php?page=PFO\\_Entries\\_NF\\_EventSearch](https://entry.fei.org/index.php?page=PFO_Entries_NF_EventSearch)
- You will find additional documentation on:  
<https://inside.fei.org/fei/your-role/it-services/it-platforms/fei-entry-system>
- All Athletes and Horses participating in any International Competition must be registered with the FEI.
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

### **1.ENTRY DATES AND FEES:**

#### **Deadlines for entries**

Definite Entries: 23/10/2026

Last date for substitutions: 29/10/2026

Entries have to be in accordance with the FEI Dressage Rules and the FEI General Regulations.

**Entry fee per horse: BRL 1.500,00**

**VAT: N/A**

**Total fee per horse: BRL 1.500,00**

### **2.NO-SHOWS/LATE WITHDRAWALS:**

NB: In the case of withdrawals after the date of definite entries or no-shows the athlete or the respective NF will be held liable to reimburse the Organiser for the actual financial loss incurred by the Organiser (i.e., stabling and hotel expenses) as a result of the late withdrawal or no-show. Amount charged: BRL 1.500,00

**3.ADDITIONAL FEES/CHARGES BY ORGANISING COMMITTEE:**

All other fees must be listed hereunder with the details of the amounts to be charged and approved by the FEI. (Refer to FEI Dressage Rules) Only fees approved by the FEI and listed in the approved Schedule can be charged by the Organiser.

EADCMP Fee:

Included in compulsory entry fee ☐ Not included in compulsory entry fee ☒

Lower-Level Events (CIMs) CHF 18 per horse per event  
(For definition of CIMs see Appendix E of the FEI General Regulations)

Higher-Level Events CHF 25 per horse per event  
(All other events not defined as CIM)

|                         |                 |
|-------------------------|-----------------|
| Stabling fee per horse: | BRL 630,00      |
| Manure disposal:        | N/A             |
| Hay:                    | BRL 50 PER BALE |
| Straw:                  | N/A             |
| Shavings:               | BRL 50,00       |

**All aforementioned amounts are including VAT.**

VAT Number of the Organiser: N/A

## VIII. TIMETABLE

**Competitions must not start before 08:00 and must not finish after 23:00 unless prior approval is granted by the FEI.**

**The current edition of Dressage Tests at the date of the show will be used and all tests must be ridden from memory.**

<https://inside.fei.org/fei/your-role/organisers/dressage/tests>

|                                  | Day                                                     | Date       | Time                       |
|----------------------------------|---------------------------------------------------------|------------|----------------------------|
| • <u>Opening of stables</u>      | Thursday                                                | 29/10/2026 | 09:00                      |
| • <u>Horse Inspection</u>        | Friday                                                  | 30/10/2026 | 16:00                      |
| • <u>Declaration of Starters</u> | Not later than one (1) hour after the horse inspection. |            |                            |
| • <u>Draw:</u>                   |                                                         |            |                            |
| Competitions No 01               | Friday                                                  | 30/10/2026 | Following the declarations |
| Competitions No 02               | Saturday                                                | 31/10/2026 | At the end of the day      |
| • <u>Briefing Meeting</u>        | Friday                                                  | 30/10/2026 | Following the draw         |

| Competitions CDI1* Small Tour:      | Day      | Date       | Time           | Prize Money |
|-------------------------------------|----------|------------|----------------|-------------|
| Competition No 01 – Prix St Georges | Saturday | 31/10/2026 | Not Before 8am | N/A         |
| Competition No 02 – Intermediate I  | Sunday   | 01/11/2026 | Not Before 8am | N/A         |
| <b><u>Total Prize Money</u></b>     |          |            |                | <b>N/A</b>  |
| <b><u>Prizes in Kind</u></b>        |          |            |                |             |

## 1. DEGREE OF DIFFICULTY – FLOORPLAN GRAND PRIX FREESTYLE

☒ Not Applicable.

## 2. GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS:

|                         |     |
|-------------------------|-----|
| Leading athlete award – | N/A |
| Best foreign athlete –  | N/A |
| Best home athlete –     | N/A |
| Team awards –           | N/A |

**IX. COMPETITIONS DETAIL****FIRST DAY: Saturday****DATE: 31/10/2026****COMPETITION No 01**

|                               |                                         |
|-------------------------------|-----------------------------------------|
| Test:                         | Prix St Georges                         |
| Number of horses per athlete: | 2                                       |
| Open to:                      | All Athlete/Horse Combinations entered. |
| Draw/Art:                     | Ordinary draw Art. 417.3.1              |
| Prize money:                  | N/A                                     |

\* \* \* \* \*

**SECOND DAY: Sunday****DATE: 01/11/2026****COMPETITION No 02**

|                               |                                         |
|-------------------------------|-----------------------------------------|
| Test:                         | Intermediate I                          |
| Number of horses per athlete: | 2                                       |
| Open to:                      | All Athlete/Horse combinations entered. |
| Draw/Art:                     | Ordinary draw Art. 417.3.1              |
| Prize money:                  | N/A                                     |

\* \* \* \* \*

## **X. FACILITIES OFFERED**

### **1.ATHLETES**

#### **Accommodation.**

Hotel: Novotel Porto Alegre Tres Figueiras

Address: Av. Soledade, 575 - Três Figueiras, Porto Alegre - RS

Telephone: 55 51 3327-9292

At the expense of the Organiser ☐ or the Athlete ☒

#### **Meals.**

At the expense of the Organiser ☐ or the Athlete ☒

### **2.GROOMS**

#### **Accommodation.**

Requests for accommodation must be sent with entries.

At the expense of the Organiser ☐ or the Athlete ☒

#### **Meals.**

At the expense of the Organiser ☐ or the Athlete ☒

**N.B.** Organisers must provide proper sanitary conditions. The showering facilities should be sufficient for both male and female grooms with hot and cold water. Shower facilities as well as restrooms should at all times be in a state of cleanliness.

As much as possible in accordance with the Organisers Guide, Point 4.7.2 - Facilities, Services & Conditions for Grooms"

<https://knowledgebase.fei.org/index.php?action=artikel&cat=11&id=132&artlang=en>

## **XI. LOGISTICAL/ADMINISTRATIVE/TECHNICAL INFORMATION**

### **1.DRAW**

Location of the draw: Show secretary

### **2.COMPETITION ARENA(S)**

Total dimensions: 1 (Competition arena - dimensions: 20 x 60 m)

Type of Footing: sand

### **3.PRACTICE ARENA(S)**

Total dimensions: 1 (Competition arena - dimensions: 20 x 60 m)

Type of Footing: sand

### **4.STABLES**

Size of boxes: 3 m x 3 m (at least 3m x 3m)

An adequate number of stables must be at least 4m x 3m to accommodate the larger Horses.

### **5.PAPERLESS JUDGING**

It is compulsory to have a certified software/solution in order to offer Paperless Judging at FEI Dressage Events.

Will you use a FEI Certified Paperless Judging Software/Solution to manage judging at your Event? (The list of Certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

No ☒ and as OC, we confirm that no Paperless Judging Software/Solution will be used.

### **6.SCORING PROVIDER/TIMING PROVIDER**

Will you use a FEI Certified Service Provider to manage the scoring and timing at your Event? (The list of Certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

No ☒

Contact person at Event:

Name: Vincenzo de Freitas

FEI ID number: 10306891

Contact email: [vincenzo.freitas@cbh.org.br](mailto:vincenzo.freitas@cbh.org.br)

The FEI may require to be provided with real time results data feed of your Events according to FEI requirements; in this case you and your provider will be informed accordingly.

**7.AVERAGE SCORE/OPEN SCORING**

Average Score and Open Scoring: Yes ☐ No ☒

**8.OTHER TECHNOLOGY/SERVICE PROVIDER(S)**

Will you use other technology/service provider(s) at your Event?

Yes ☒

Name of Company: gira.io

Contact person at Event:

Name: Vincenzo de Freitas

FEI ID number: 10306891

Contact email: vincenzo.freitas@cbh.org.br

Activity/Function: Sports coordinator

(i.e.: Accreditations, Stable Management, Camera system, Sensors, etc...)

**9.PRIZE GIVING CEREMONY**

The number of athletes required to present themselves for the prize giving ceremony of each competition is three (3).

**10. ADVERTISING ON ATHLETES AND HORSES**

The athletes are authorised to carry the logo of their personal sponsor. The Chief Steward will check that the advertising and publicity on athletes and horses complies with the FEI General Regulations.

**11. TICKETING**

Are you selling ticket for spectator to attend your event: Yes ☐ No ☐

**12. TRANSPORT REIMBURSEMENT HORSES/PONIES**

Transport expenses to be paid by the Athlete ☒

**13. WELCOME**

The time and date of arrival of athletes, horses and their means of transport must be given to the Organiser in order to facilitate them on arrival.

**14. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS**

Public Transport ☒ to be paid by the Organiser ☐ or the Athlete ☒

Taxi ☒ to be paid by the Organiser ☐ or the Athlete ☒

**15. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS**

Entry right to the stable areas according to the FEI Veterinary Regulations.

NUMBER ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 1

Horse Owner: two (2) accreditations per horse acc. to FEI Passport

## **XII. VETERINARY MATTERS**

### **1.CUSTOMS FORMALITIES**

Name: GTC GLOBAL  
Address: JOCKEY CLUB DE SÃO PAULO  
Telephone: 55 11 98133-8100  
Email: GTC@GTCGLOBAL.COM.BR

### **2.HEALTH REQUIREMENTS**

#### **GENERAL**

In accordance with the FEI Code of Conduct for the Welfare of the Horse it is imperative that all Horses at FEI Events are physically fit, free from infectious disease and meet the FEI's health requirements before being allowed to compete.

#### **ENTRY OF HORSES**

Required health tests and vaccinations: AIE - MORMO - GTA  
Quarantine period: no  
Specimen Import Licence applied: no

### **3.NATIONAL REQUIREMENTS**

|     |
|-----|
| N/A |
|-----|

### **4.PONIES**

Ponies must be in compliance with the Veterinary Regulations to be eligible to compete in pony events.

### **5.INJURY SURVEILLANCE**

FEI Veterinary Regulations: Horses participating in FEI Events are subject to injury surveillance protocols; and in the event of fatality, a post-mortem examination.

### **6.TRANSPORT OF HORSES**

Horses must be fit to travel and be transported in suitable vehicles. Any government requirements for infectious disease testing and control must be requested well in advance, to ensure that the horse is in compliance by the time of arrival at the border of the country where the Event is taking place. Athletes, or their representatives, have the responsibility to comply with national legislation in both their country of origin and the host nation of the Event. Where necessary athletes must contact local government authorities or veterinary advisors for information regarding animal health requirements and transport legislation.

**7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE****7.1 PASSPORTS. FEI General Regulations.**

**For all issues relating to FEI Horse Passports/FEI Recognition Cards please contact your National Federation.**

All Horses competing at FEI Events must be registered with the FEI.

FEI Passports or FEI Recognition Cards (for those Horses with a national passport approved by the FEI) are compulsory for FEI Events.

NB: Horses entered in CIMs in their country of residence are not required to have an FEI Passport or FEI Recognition Card but must be properly registered with the FEI and identifiable (FEI General Regulations).

Athletes who do not present a Horse's Passport and/or Recognition Card, or one that is not correctly validated or fail to meet other passport requirements will be **subject to Sanctions in accordance with the FEI Veterinary Regulations** and may not be allowed to compete.

**NB** for Horses permanently resident in a Member State of the European Union: all Horses must have a national EU passport in compliance with EU Regulations to which a FEI Recognition card is applied. The exception to this being Horses in possession of an FEI passport which has been continually revalidated without interruption.

**7.2 VACCINATIONS - EQUINE INFLUENZA.**

Horses competing at FEI Events must comply with the requirements for Equine Influenza vaccination in accordance with the Veterinary Regulations.

All FEI registered Horses intending to compete at FEI Events (including CIMs) must be vaccinated against Equine Influenza in accordance with these Veterinary Regulations. The exception being if the applicable domestic legislation prevents the use of Equine Influenza vaccines within the relevant territory.

**7.3 EXAMINATION ON ARRIVAL.**

On arrival at an Event venue, all Horses must undergo an examination by an FEI veterinarian to confirm their identification from their passport and microchip (where present), their vaccination status and meet the FEI's health requirements to access the FEI Stables Area. To protect all horses attending events, any Horse with a questionable health status concerning vaccination, infectious disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue. PRs must fulfil the Horse Health Requirements via the FEI HorseApp in advance of the event which will be checked at the Examination on Arrival.

**7.4 HORSE INSPECTIONS.**

All Horses will be assessed for their fitness to compete during the Horse Inspection. Any Horse demonstrating questionable fitness may be referred to the Holding Box for further veterinary examination. Horses not deemed fit to compete

by the Inspection Panel will not be permitted to compete.

## **7.5 LIMB SENSITIVITY EXAMINATION.**

Horses may be subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event. For Jumping that includes, but is not limited to, between rounds and before the Jump Off. For Endurance that includes, but is not limited to, pre-ride, during the ride and after the ride. Horses may be examined once or on multiple occasions during the Period of an Event. Horses may be selected for examination under the protocol randomly or they may be targeted. All Horses selected to be tested must submit promptly to the examination or are subject to immediate disqualification. There is no obligation to examine any specific number of Horses at an Event.

## **8.EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP).**

### **8.1 SAMPLING.**

All horses competing at FEI Events may be subject to sampling for the presence of Prohibited Substances in accordance with the Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance with obligatory testing, targeted or random sampling procedures. Refer to FEI Financial Charges for details of fees relating to Equine and Human Anti-Doping program (EADCMP), which OCs/NFs have the right to charge to the athlete (applicable for all FEI events worldwide).

### **8.2 ELECTIVE TESTING.**

Elective Testing may be carried out prior to an Event to check for the presence of Prohibited Substances. Please refer to <https://inside.fei.org/fei/cleansport/horses> for information and details.

## **XIII. HUMAN ANTI-DOPING**

Athletes can be tested at any FEI Event, by the FEI or by other Anti-Doping Organisations with Testing jurisdiction. Organisers will have the responsibility to provide facilities and staff/volunteers to facilitate such Testing if requested by the FEI as outlined in the FEIs' Anti-doping Rules for Human Athletes (ADRHA).

The ADRHA rules are published on the FEI's website at <http://inside.fei.org/content/anti-doping-rules>

## **XIV. ADDITIONAL INFORMATION**

### **1.INSURANCES AND NATIONAL REQUIREMENTS**

Equestrian sports involve inherent dangerous risks. To the greatest extent permitted by law, the FEI and the FEI Event Organiser shall NOT be liable for any damages relating to loss of property or injury of any kind to Athletes,

Owners, Support Personnel or Horses at or in connection with an FEI Event and the FEI expressly excludes all such liability.

## **1.1 ATHLETES, OWNERS AND SUPPORT PERSONNEL**

### **1.1.1 Personal Accident and Health Insurance**

It is your responsibility as an Athlete/Owner/ Support Personnel to ensure that you have adequate personal accident insurance in place to cover your participation at FEI Events and in particular to insure against any personal injury or medical expenses arising from an accident, injury or illness which may occur at a FEI Event.

You should check with your National Federation to confirm if your National Federation's insurance policy (if any) covers personal accidents and/or illnesses which may occur when you are attending at/participating in FEI Events.

If your National Federation does not have a personal accident/health insurance policy or if the National Federation's insurance policy does not cover personal accident or health claims, then you should obtain your own personal accident and health insurance policy to cover your attendance/participation at FEI Events.

### **1.1.2 Personal Property Insurance**

You should also ensure that you are insured against property loss, theft or damage which may occur at an FEI Event.

Again, the advice is to check with your National Federation to confirm if they have an insurance policy in place which would cover you in case of such property loss, theft or damage. If not, then you should obtain your own personal property insurance to cover such situations.

### **1.1.3 Press Equipment**

Press equipment and other items left in the Press workroom, Press lockers, the Press Tribune or anywhere on the showgrounds are left entirely at the owner's risk. The Organising Committee does not accept any responsibility for any loss or damage to such equipment or items. Members of the Press are advised not to leave any equipment or personal items unattended.

## **1.2 ATHLETES AND OWNERS**

### **1.2.1 Third Party Liability Insurance**

As an Athlete/Owner you are personally responsible for damages to third parties caused by you, your employees, Support Personnel, your agents or your Horses. You are, therefore, strongly advised to take out third-party liability insurance providing full coverage in relation to FEI Events at home and abroad, and to keep the policy up to date.

The FEI and the Organiser will NOT be responsible for any damage caused to third parties by you, your employees, Support Personnel, your agents or your Horses.

**1.2.2 Additional Liability Information**

|     |
|-----|
| N/A |
|-----|

**1.2.3 Horse Insurance**

As an Owner you should ensure that your Horses are adequately insured against any injuries or illnesses they may sustain while participating at a FEI Event.

**2.PROTESTS/APPEALS**

To be valid, all Protests and Appeals must be made in writing and accompanied by the relevant deposit (CHF 150.- or equivalent for Protests and CHF 500 or equivalent for Appeals), as mentioned in the FEI General Regulations:

<https://inside.fei.org/content/general-regs-statutes>

A Protest form is available on the FEI website:

[https://inside.fei.org/sites/default/files/FEI%20Protest%20Form\\_0.pdf](https://inside.fei.org/sites/default/files/FEI%20Protest%20Form_0.pdf)

**3.DISPUTES**

In the event of any discussion concerning the interpretation of the schedule (in translated languages), the English version will be decisive.

**4.MODIFICATION TO SCHEDULE**

In exceptional circumstances, together with the Approval of the Chefs d'Equipe, host NF delegate, if any, and the Ground Jury, the OC may change the schedule in order to clarify any matters arising from an omission or due to unforeseen circumstances. Any such changes must be notified to all Athletes and Officials as soon as possible and they must be reported to the FEI by the Foreign Judge.

**5.ADDITIONAL INFORMATION FROM THE ORGANISER**

|     |
|-----|
| N/A |
|-----|

**DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS:**

Full details of any deductions from prize money must be outlined in the schedule. This includes government taxes. If it is necessary for Organisers to deduct such taxes, they must provide participants with an official form indicating the amount of tax deducted.

The tax form must be provided to the athletes upon arrival and returned to the Organiser prior to departing.

**IMPORTANT**

**The total amount of prize money shown for each Competition in the schedule must be distributed. (FEI General Regulations)**

The value of the 1<sup>st</sup> prize must not exceed 1/3 of the total prize money announced for the competition. Distribution of prize money: distributed to 25 % of participants. If there are between 5 and 19 athletes in the competition, min 5 prizes must be distributed.

If there are 4 or less athletes in the competition, the table below applies.

| Number of Starters | 1   | 2   | 3   | 4   | From 5 and above                                                             |
|--------------------|-----|-----|-----|-----|------------------------------------------------------------------------------|
| 1 <sup>st</sup>    | 33% | 33% | 33% | 33% | All the prize money scheduled must be distributed among all placed athletes. |
| 2 <sup>nd</sup>    |     | 25% | 25% | 25% |                                                                              |
| 3 <sup>rd</sup>    |     |     | 20% | 20% |                                                                              |
| 4 <sup>th</sup>    |     |     |     | 15% |                                                                              |
| Total distributed  | 33% | 58% | 78% | 93% |                                                                              |

The amount to be given to each athlete must be stated in the schedule.

**XV. ANNEXES****1. FEI ENTRY SYSTEM**

Please fill the form below in order to provide you and the other members of your committee access to the FEI Entry System.

**FEI ID<sup>1</sup>:** 10081895

Name\*: Gutierrez

First Name\*: Tatiana

E-Mail\*: secretariageral@cbh.org.br

Access Rights\*: ☒ Admin<sup>2</sup> ☐ Consult<sup>3</sup>

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**FEI ID<sup>1</sup>:** 10106625

Name\*: Freitas

First Name\*: Vincenzo

E-Mail\*: vincenzo.freitas@cbh.org.br

Access Rights\*: ☒ Admin<sup>2</sup> ☐ Consult<sup>3</sup>

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**FEI ID<sup>1</sup>:**

Name\*:

First Name\*:

E-Mail\*:

Access Rights\*: ☐ Admin<sup>2</sup> ☐ Consult<sup>3</sup>

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<sup>1</sup>) If already have an FEI user account.

<sup>2</sup>) Provide you the required access to manage entries and substitutions and download entries/lists.

<sup>3</sup>) You are just able to consult and download the entries/lists.

\*) Mandatory Fields

## **2. RESULTS**

In order to proceed with the results publication and for qualification purposes the FEI requires results to be uploaded directly on the FEI Database within two days after the conclusion of the event.

All relevant information, file format and tutorial can be found on this page:  
<https://inside.fei.org/fei/your-role/it-services/results/dressage-results-forms>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to [dressageresults@fei.org](mailto:dressageresults@fei.org) in the proper XML format immediately after the event.

Please refer to compulsory format for CDIs; the file can be downloaded using the following link: <https://inside.fei.org/fei/your-role/it-services/xml-format>

All results must include FEI Passport Registration number of horses and FEI ID number of Athletes.

Please note that as per the FEI Regulations: OCs of International Events must inform the FEI and NFs whose teams or individuals have taken part, of the results and prize money paid to each placed Athlete and team, within two (2) days following the Event for all disciplines managed by an online entry system and five (5) days for all other discipline(s), unless otherwise specified for qualification and ranking reasons as communicated by the FEI.

Failure from organisers of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.